

Agenda Date: 05/25/04

Dept. Head/Contact Information: Police Department, Interim Deputy Chief, Paul Cross, (915) 564-7039

☐ Board Appointments
☐ Donations
☐ Item Placed by Citizen
☐ Introduction of Ordinance
☐ Grant Application

None anticipated

THEIR OWN STATE

REINSTATEMENT BACKGROUND INFORMATION

05/13/04

TO: CIVIL SERVICE COMMISSION

RE: REQUEST FOR REINSTATEMENT
MUNOZ, ROSEMARY – CLERK TYPIST III

CIVIL SERVICE COMMISSION PROVISION REGARDING REINSTATEMENT:

ARTICLE VI. Section 6.10-10. REINSTATEMENT FOLLOWING RESIGNATION. Any person who has held a classified position and has resigned from the service in good standing and without fault or delinquency will, upon Council approval of a request, be placed on the proper reinstatement list below those on the list because of layoff or job abolishment. Such requests must be made within one year from the date of resignation, except as provided in the Rules. Not more than one reinstatement after resignation may be granted any employee.

Rule 13, Section 7. REINSTATEMENT FOLLOWING RESIGNATION.

c. Upon a determination that a former employee has resigned in good standing, the Council, after receiving a recommendation from the Commission, shall approve the request for the former employee to be placed on a reinstatement list, conditional on the person's passing a medical examination and background investigation, if required by the Commission or Council. Said medical examination must be performed by a physician acceptable to the Council in accordance with the physical specifications established for the position.

d. Those former uniformed employees requesting reinstatement to the Fire, Police, and EMS Departments must take and pass the medical examination and a physical agility test prior to the reinstatement to actual duty. One additional attempt at the physical agility test will be permitted after a period of six months has elapsed for persons failing the agility test on the first attempt. Persons requesting reinstatement to the Police Department will also be required and allowed one opportunity to take a psychological examination prior to reinstatement to actual duty. Persons requesting reinstatement to E.M.S. will also be required and allowed one opportunity to take a medical knowledge and skills test prior to reinstatement to actual duty. (Passed 8/21/84 and amended 8/11/87 & 03/17/92)

Date Reinstatement Request Received: 04/16/04

Date Resignation Effective: 04/09/03

Has individual ever been reinstated after resignation: No

Attachments: Department's Comments
Reinstatement Request
Separation and Clearance Form